

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
February 13, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) met in Study Session on Wednesday, February 13, 2008 at 6:30 PM in the Council Chambers within the Municipal Building at 3333 Ridge Road, Highland, Indiana. The Study Session was called to order by President Adam Gawlikowski. The minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Present on silent roll call included Commissioners: Brice Johnson, Jim Kessler, and Adam Gawlikowski. Rich Garza and Dominic Noce were absent with notice. Also in attendance were Town Council President Bernie Zemen, Attorney Carol Green-Fraley and Economic Development Commissioner George VandeWerken.

General Substance of the Study Session

Redevelopment Commissioners reviewed the **agenda, minutes, and claims for the Public Meeting**. No comments were received.

Commissioners reviewed Attorney Green-Fraley’s **Professional Services Agreement** with the Redevelopment Commission and asked questions regarding billing for different types of projects. Ms. Green-Fraley explained the types of projects and the fees that are associated with each.

The Director presented the **2007 Annual Report for the Redevelopment Commission**. The Commission requested that other activities not included within meeting minutes be included within the Report.

The Commission expressed regret at the **resignation of Mr. Rich Garza** from the Commission and thanked him for his service and wished him their best. They discussed the new vacancy on the Commission and explored ideas on the type of person that could offer new talents and skills. Commissioners stated that they would like the Director to contact two developers that 1.) have attended past Redevelopment Commission meetings and 2.) have expressed interest in the Commission’s activities.

ADJOURNMENT:

The Study Session was adjourned at 7:00PM for the Public Meeting.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
February 13, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on February 13, 2008 at 7:02 PM in the Council Chambers of the Municipal Building at 3333 Ridge Road, Highland, Indiana. Redevelopment Commission President Adam Gawlikowski called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners Jim Kessler, Brice Johnson, and Adam Gawlikowski. Rich Garza and Dominic Noce were absent with notice. Also in attendance were Town Council President Bernie Zemen, Economic Development Commissioner George VandeWerken, and Attorney Carol Green-Fraley. Taking minutes for the meeting was Redevelopment Director Cecile Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Johnson made a motion to accept the minutes of the Public Meeting and Study Session of January 9, 2008 and the Study Session of January 23, 2008. Commissioner Kessler seconded the motion. **Motion carried 3 ayes, 0 nays, and 2 absent.**

Commissioner Kessler made a motion to accept the minutes of the Joint Meeting of the Plan Commission, Town Council, and the Redevelopment Commission of January 30, 2008, as written. Commissioner Johnson seconded the motion. During discussion, Commissioner Kessler stated that he thought the meeting went very well, that the Commission was able to share its ideas, and that the Plan Commission and the Town Council were able to state their concerns. **Motion passed 3 ayes, 0 nays, and 2 absent.**

SPECIAL ORDERS: None

COMMUNICATIONS:

President Gawlikowski read letters from Mr. Thomas White and Mr. Victor Garcia.

UNFINISHED BUSINESS AND GENERAL ORDERS: None

NEW BUSINESS:

Commissioner Johnson made a motion to accept the Professional Legal Services Agreement with Attorney Carol Green-Fraley. Commissioner Kessler seconded the motion. **Motion carried 3 ayes, 0 nays, and 2 absent.**

Commissioner Kessler made a motion to accept the 2007 Annual Report as prepared by the Director. Commissioner Johnson seconded the motion. During discussion Commissioner Kessler thanked the Director for the report. Commissioner Gawlikowski stated that the Commission’s support for the Director was duly noted. **Motion passed 3 ayes, 0 nays, and 2 absent.**

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Johnson made a motion to pay accounts payable vouchers as posted and discussed. Commissioner Kessler supported the motion. **Motion passed 3 ayes, 0 nays, and 2 absent.**

BUSINESS FROM THE COMMISSIONERS:

Commissioner Kessler suggested that the Commission invite Mr. White to our next meeting. Commissioner Gawlikowski stated that we should develop a form letter for these types of situations. Economic Development Commissioner George VandeWerken offered that the Commission should let Mr. White know that his letter was read by the Commission.

PUBLIC COMMENTS: None

NEXT MEETING:

President Gawlikowski informed the public about the dates of the next public meeting and the next full study session. The Redevelopment Commission will meet in a full study session on February 27, 2008. The next public meeting will be on March 12, 2008, with a study session before and following the public meeting.

ADJOURNMENT:

Commissioner Kessler made a motion to adjourn the meeting. Commissioner Johnson seconded the motion. **By a unanimous voice vote the meeting was adjourned at 7:20 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
February 13, 2008**

The Highland Redevelopment Commission (“Commission”, “RC”) could not reconvene due to the lack of a quorum. Remaining members met for discussion purposes at 7:30 PM on February 13, 2008, in the Upper Conference Room of the Municipal Building at 3333 Ridge Road, Highland, Indiana.

ROLL CALL:

Commission members present were Jim Kessler and Brice Johnson. Dominic Noce, Adam Gawlikowski, and Rich Garza were absent with notice. Also in attendance were Economic Development Commissioner George VandeWerken and Redevelopment Director Cecile Petro.

General Substance of the Reconvened Study Session

1. Discussion of the Joint Meeting with the Town Council, Plan Commission, and the Redevelopment Commission

Commissioners Kessler, Johnson, and Mr. VandeWerken discussed the past Joint Meeting. All agreed that joint sessions are very valuable for the three boards because they develop trust and enable these boards to work together.

They also discussed developing a letter to the owners of property in the proposed economic development area for a meeting in March. It was suggested that two members of each of the following boards attend that meeting: Plan Commission, Town Council, Economic Development Commission and the Redevelopment Commission.

2. Update on projects

The Director provided information on current projects.

ADJOURNMENT

The Study Session was adjourned at 9:15 PM by general consent. Minutes were prepared by Redevelopment Director, Cecile Petro.